

# SLG Safe User's Guide

## Viewing a Subscription Before Issue

Your subscriptions must be in complete status before 3:00 p.m. ET on the issue date. Viewing the subscription is a good way to make sure you have entered all the information needed to complete the subscription. It's also a good idea to copy the Review page for your records.



## Viewing a Subscription Before Issue

File Edit View Favorites Tools Help

TD Home

SLGSAFESafe  
PORTFOLIO  
MANAGEMENT  
SYSTEM

SLGSAFESafe v0.11.11.0

OMB: No:1535-0092

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07/01/2009 08:18 AM EDT

### Home

**Subscription for Purchase and Issue**

- [Time Deposit](#)
- [Demand Deposit](#)

**View or Update a Subscription Before Issue Date**

- [View Subscriptions](#)

**View or Update a Case After Issue Date**

- [Case](#)

**Redeem Securities**

In order to view a subscription, choose View Subscriptions from the home tab. Once you click on that link, you will see a list of outstanding subscriptions. This list shows all the open subscriptions for your bank. This is a good place to check to see what subscriptions your organization has pending and the issue day.

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## Viewing a Subscription Before Issue

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### View Subscriptions

Subscriptions

	<u>View</u>	<u>TIN</u>	<u>Program</u>	<u>Status</u>	<u>Owner Name</u>	<u>Rate Table Date</u>	<u>Issue Date</u>	<u>Issue Amount</u>
<a href="#">Change</a>	<a href="#">2009</a>		Demand Deposit	Complete	Village of Washington	07/01/2009	08/14/2009	\$10,000.00
<a href="#">Change</a>	<a href="#">2009</a>		Time Deposit	Complete	Big School ISD	07/01/2009	07/31/2009	\$1,000.00

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Click on the Case Number under the View column.

The Status column shows whether the subscription is 'complete' and ready to issue, or 'incomplete' and still needs to be updated.

## Viewing a Subscription Before Issue

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TD View a Subscription Before Issue - Time Deposit

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07/01/2009 08:21 AM EDT

### View a Subscription Before Issue - Time Deposit

#### Issue Information

<b>Treasury Case Number</b>	
<b>Status</b>	Complete
<b>Issue Date</b>	07/31/2009
<b>Issue Amount</b>	\$1,000.00
<b>Rate Table Date</b>	07/01/2009

#### Owner

<b>Taxpayer Identification Number</b>	
<b>Underlying Bond Issue</b>	2002 Refunding
<b>Owner Name</b>	Big School ISD
<b>Address Line 1</b>	1234 School Road
<b>Line 2</b>	Room 1
<b>Line 3</b>	
<b>City</b>	Smallville
<b>State</b>	WV
<b>Zip Code</b>	26101
<b>Contact Name</b>	John Smith
<b>Telephone</b>	304-222-8888
<b>Fax</b>	304-222-9999
<b>E-mail</b>	jsmith@smallville.gov

#### Trustee

<b>ABA Routing Number</b>	
<b>Bank Reference Number</b>	

Done

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This Review screen shows what information has been input for this subscription. You may want to print this and look to see if any information is missing. To create a PDF version of this page, click the Create PDF button. The subscription must be completed by 3:00 p.m. ET on the day of issue. It is your responsibility to make sure the information is complete and correct.

## Viewing a Subscription Before Issue

**Securities**

<u>Security Number</u>	<u>Security Type</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>First Interest Payment Date</u>	<u>Security Description</u>
1	C of I	\$70,000.00	0.000000000%	01/02/2010		

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To review another subscription or make changes or updates to the subscription, hit the Return to List button at the bottom of the review screen.

From this list you can click on Change and make changes to the subscription. See the section on [Changing a Subscription Before Issue](#) to learn how to update the subscription.